

## AMS/FAST CHANGE REQUEST (CR) COVERSHEET

**Change Request Number:** 23-39

**Date Received:** 3/14/23

**Title:** Contract Award Notification Procurement Form

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**Initiator Name:** Monica Rheinhardt

**Initiator Organization Name / Routing Code:** Procurement Policy Branch, AAP-110

**Initiator Phone:** 202-267-1441

**ASAG Member Name:** Monica Rheinhardt

**ASAG Member Phone:** 202-267-1441

**Policy and Guidance:** (Please check only one box)

- |                                                       |                                                              |
|-------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Policy                       | <input type="checkbox"/> Procurement Tools and Resources     |
| <input type="checkbox"/> Guidance                     | <input type="checkbox"/> Real Property Templates and Samples |
| <input type="checkbox"/> Procurement Samples          | <input type="checkbox"/> Procurement Clauses                 |
| <input type="checkbox"/> Procurement Templates        | <input type="checkbox"/> Real Property Clauses               |
| <input checked="" type="checkbox"/> Procurement Forms | <input type="checkbox"/> Other Tools and Resources           |
| <input type="checkbox"/> Procurement Checklists       |                                                              |

**Summary of Change:**

Changed the term "Negotiated" under Method of Acquisition to "Single Source."

**Reason for Change:**

AAQ requested an administrative change to revise the term "Negotiated" under Method of Acquisition to "Single Source" to clarify the types of acquisition methods under AMS.

**Development, Review, and Concurrence:** AAP-110, AAQ

**Target Audience:** FAA Acquisition Workforce

**Briefing Planned:** No.

**ASAG Responsibilities:** None.

**Section / Text Location:** AMS Procurement Policy & Guidance - Procurement Forms

**The redline version must be a comparison with the current published FAST version.**

☒ I confirm I used the latest published version to create this change / redline

**or**

☐ This is new content

**Links:** <https://fast.faa.gov/docs/ContractAwardNotification.pdf>

**Attachments:** Redline and final documents

**Other Files:** N/A